

## **PREVENTATIVE MAINTENANCE PLAN FOR AUTOMATIC GATED ENTRANCES**

### **HOW FREQUENTLY SHOULD I SERVICE MY GATES/DOORS?**

1. Service frequency varies based on usage: low (less than 5 times/day), medium (5-30 times/day), high (30-50 times/day), and extremely high (more than 50 times/day). The initial service is recommended to be performed 3-6 months following installation, as most settlement and movement occurs within this time frame.
2. Low-usage doors should be serviced every 12 months, medium-usage doors every 6 months, high-usage doors every 3 months, and extremely high-usage applications per month. All commercial and public access doors must be serviced and safety inspected at least once every three months.
3. Defective warranty only covers product and workmanship defects, poor user maintenance, unauthorized modification, water/ insects damage, and unauthorized logic programming is not going to be covered. Preventative maintenance service is not included in the product defective warranty period.

REFER TABLE AS A GUIDE:

<b>Rating of Usage</b>	<b>Frequency of Use</b>	<b>Frequency of Use</b>
Low usage	5 times/ day	12 monthly
Medium Usage	5-30 times/ day	6 monthly
High Usage	30-50 times/ day	Quarterly
Intensive Usage	50 + times/ day	Monthly or minimum Quarterly

## A: SCHEDULE OF RATES

<b>1. Cantilever/ Sliding/ Telescopic Gates</b>				
<b>Rating of Usage</b>	<b>Frequency of Use</b>	<b>Recommended Maintenance (Frequency)</b>	<b>Price per (first gate)</b>	<b>Price per (subsequent Gate)</b>
Low usage	5 times/ day	12 months	\$290	\$130
Medium Usage	5-30 times/ day	Bi-annually	\$290	\$130
High Usage	30-50 times/ day	Quarterly	\$260	\$130
Intensive Usage	50 + times/ day	Monthly	\$260	\$130
<b>2. Swing Gates</b>				
<b>Rating of Usage</b>	<b>Frequency of Use</b>	<b>Recommended Maintenance (Frequency)</b>	<b>Price per (first gate)</b>	<b>Price per (subsequent Gate)</b>
Low usage	5 times/ day	12 months	\$290	\$130
Medium Usage	5-30 times/ day	Bi-annually	\$290	\$130
High Usage	30-50 times/ day	Quarterly	\$260	\$130
Intensive Usage	50 + times/ day	Monthly	\$260	\$130
<b>3. Boom Gates</b>				
<b>Rating of Usage</b>	<b>Frequency of Use</b>	<b>Recommended Maintenance (Frequency)</b>	<b>Price per (first gate)</b>	<b>Price per (subsequent Gate)</b>
Low usage	5 times/ day	12 months	\$290	\$130
Medium Usage	5-30 times/ day	Bi-annually	\$260	\$130
High Usage	30-50 times/ day	Quarterly	\$195	\$130
Intensive Usage	50 + times/ day	Monthly	\$195	\$130

<b>4. Counterweight door</b>				
<b>Rating of Usage</b>	<b>Frequency of Use</b>	<b>Recommended Maintenance (Frequency)</b>	<b>Price per (first Door)</b>	<b>Price per (subsequent Door)</b>
Low usage	5 times/ day	12 months	\$520	\$260
Medium Usage	5-30 times/ day	Bi-annually	\$520	\$260
High Usage	30-50 times/ day	Quarterly	\$390	\$195
Intensive Usage	50 + times/ day	Monthly	\$390	\$195

**NOTE:**

- Service covers labour only and not including wear and tear parts as listed below.
- Warranty will be provided only for parts replaced, and it does not cover for any external factors such as vandalism or insects etc.
- Payment will only be invoiced once works are completed.
- We will notify you prior to each schedule due service.
- You can cancel at any time within 24-hour notice.
- Service sites that are more than 60km outside of CBD will also incur an additional travel fee per Km over 60Km.
- Extra time will be charge for any site induction requirements that exceeds 15minutes.
- Fees quoted above are all exclusive of GST and are subject to change from time to time without notice.
- All fees quoted above are for works carried out during standard times Mon-Friday 7am – 5pm excluding weekends and public holiday periods. Maintenance works will only be planned during these normal working days and hours. Any special requests outside of these times will be charged at extra rates accordingly.

**B: GENERAL PARTS LISTS & PRICE GUIDE**

Part Name	Price	Warranty
Roller	\$25 - \$165 depending on size	12 months
Catcher	\$75	12 months
Stopper	\$75	12 months
Nylon Rack	\$38/m	3 months
Metal Rack	\$50/m	6 months
Floor track	\$35/m	12 months
Photo beam	\$200/ea.	12 months
Limit Switch	\$45/ea.	12 months
Loop Detector	\$350/ea.	12 months
Remote Control	\$65/ea.	6 months
Receiver	\$130/ea.	12 months

**Note:** Costs are only valid at time of preparing this list and subject to change subject to supplier's updates accordingly without notice.

## C: PREVENTATIVE MAINTENANCE PLAN AUTHORISING PAGE

### DETAILS

<b>COMPANY NAME</b>	
<b>EMAIL</b>	
<b>PHONE</b>	
<b>SITE ADDRESS</b>	
<b>SITE CONTACT NAME</b>	
<b>SITE CONTACT NO.</b>	
<b>AUTHORISED NAME</b>	
<b>SIGNATURE</b>	
<b>DATE</b>	

### COMPLETE THIS TABLE RELATION TO SPECIFIC SITE ASSETS

<b>GATE TYPE</b> (ie. slide,swing,boom, counterweight door)	<b>GATE LOCATION</b> (ie. carpark, truck exit. Rear gate etc)	<b>MOTOR NAME</b> (only if you know, otherwise leave blank)	<b>MAINTENANCE FREQUENCY</b> (circle)
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly
			1 / 3 / 6 / 12 monthly

## **D . Cantilever/ Sliding/ Telescopic Gates**

<b>Items</b>	<b>Required Works</b>	<b>Frequency</b>
Gate Condition	Visual inspection to check gate condition such as paint, welds, and the gate structure.	Initially 3 months after installation. Every 6 months after the initial service
Gate Roller	Check rotation, bolts, and nuts. Lubricate if required.	Initially 3 months after installation. Lubrication required every 3 months after the initial service. Every 6 months after the initial service
Wire Rope & Pulley Wheels	Check Cable condition, lubricate cable, check pulley wheel rotation and fixing points	Initially 3 months after installation. Lubrication required every 3 months after the initial service. Every 6 months after the initial service
Gate Wheels	Check rotation, bearings, bolts and nuts, welds, and its shape. Lubricate if required.	Initially 3 months after installation. Lubrication required every 3 months after the initial service (sealed bearings not required) Every 6 months after the initial service
Stopper	Check welds, bolts & fixings. Apply impact test. Location (is it still in original position)	Initially 3 months after installation. Every 6 months after the initial service
Catcher	Check alignment, fixings, paints, and welds.	Initially 3 months after installation. Every 6 months after the initial service
Floor track	Check alignment, fixings, shape, straight.	Initially 3 months after installation. Every 6 months after the initial service
Concrete Slab	Check to see if there are any cracks, or whether the concrete slab has sunk or shifted.	Initially 3 months after installation. Every 6 months after the initial service
Motor	Motor model, condition	Initially 3 months after installation.

	Run test and take note of what we find.	Every 6 months after the initial service  Built-in batteries back up need to check batteries yearly. Replacement if the batteries cannot support five runs continuously when it is fully charged.  Oil bath type's gear box needs oil level checked every 6 months and oil replacement every 2 years.
PE Beam	How many sets and what type (Wireless, wire or reflective)  Check alignment, relay, batteries, wirings, and its function.	Initially 3 months after installation.  Every 6 months after the initial service  Wireless type PE beam needs batteries replacement every 12 months or voltage drop below 2.7V
Timer	Check setting and relay.	Every 6 months after the initial service
Racks	Check alignment, fixings, condition of teeth.	Initially 3 months after installation.  Every 6 months after the initial service
Limit Switch	Check fixings, location, connections.  Run test to avoid double pulse.	Initially 3 months after installation.  Every 6 months after the initial service
Setup	How the motor is set to run, and how it can be controlled.	Initially 3 months after installation.  Every 6 months after the initial service

## **E. Swing Gates**

<b>Items</b>	<b>Inspection details</b>	<b>Required Works</b>	<b>Frequency</b>
Gate Condition	Visual inspections for Structure, Paint, Welds, Deformation	Clean out rust, touch up paint, welds and structure repair if needed.	6 or 12 Month
Gate post	Paint, Deformation, Level	Check level of post, clean out rust, touch up paint, check for deformation cause by external force.	3,6,12 Month
Gate post fixing	Fixing, Packing material, corrosion, Tightness	Check fixings' tightness and rust, crack. Re-tightness of fixings. Check if any packing material become loose. Anti-corrosion coating touch up if needed.	3,6,12 Month
Gate post footing	Ground movement, crack	Check for any ground movement / settlement, check if any surface cracks are visible. Record any movement for further inspection.	3,6,12 Month
Gate Hinges	Welds and fixing, Lubrication, deformation, cracks	Check welds and fixing, check for any cracks and deformation cause by external force, lubricate where required with suitable lubrication. (WD40 is not correct lubrication)	3,6,12 Month
Gate ground clearance	Gate ground clearance at open, close and 1/2 travel	Record gate ground clearance at open, close and 1/2 travel, see if gate clearance needs to be adjusted for ground movement.	3,6,12 Month
Gate stopper	Location, fixing, condition	Check if stoppers are in place (open/close), check stopper's fixings, check stoppers are stopping gate overswing.	3,6,12 Month
Gate motor	Motor operation, fixing, lubrication	Check motor's condition, lubricate moving parts (Bracket, pin, drive, gear, spindle), check for motor's operation, check motor fixings are in good condition (Welds in some cases)	3,6,12 Month
Photo beam safety sensor	Operation test, alignment, cover	Open covers check for alignment, movement when gate operating and stopping, check for operation when blocked, and clean cover. For wireless battery operated PEB the	3,6,12 Month



		battery must be replaced when the voltage falls below 2.7V.	
Limits	Open and stop limits	Check motor's limits at open close location, check limits movements, Current sensing limit need to be adjusted for windy operation and make sure that motor been cut off at limits.	3,6,12 Month
Drive arm	Connection, lubrication, condition, operation	Check drive arm's condition, lubricate moving parts, check for operation, check for any deformation and cracks cause by external force.	3,6,12 Month
Exit Loop	Operation test, sensitivity	Operation test, check sensitivity is enough or over sense.	3,6,12 Month
Timer	Time, schedule	Check and adjust time setting, Check and Adjust schedule, Adjust for daytime saving.	6 Month
Motor setup	Motor setup, Access control, operation logic	Record motor's setup and operation logic, test access control.	3,6,12 Month
Gate safety	Overall safety	Check overall system is effectively holding the gate and apply extra weight to make sure that system is holding the weight. And Automation operation safety.	3,6,12 Month

## F. Boom Gates

Items	Inspection details	Required Works	Frequency
Gate Box	Visual inspections for Structure fixings to surface.	Open box and check if the fixing bolts to the boom gate are still rigidly intact. Adjust and fix accordingly.	6 or 12 Month
Gate Arm	Test and inspect	Test if arm is functionally as it should and on the correct alignment. Check for any wear and tear or signs of physical damage. Check and tension the springs as required.	3,6,12 Month
Override Function	Check that override function is operating as should be.	Put gate on override and test to see manual overrides are functioning as should be and the arm is at 45degree when on override position. Adjust accordingly.	3,6,12 Month
Gate motor	Motor operation, fixing, lubrication	Check motor's condition, lubricate moving parts (Bracket, pin, drive, gear, spindle), check for motor's operation, check motor fixings are in good condition (Welds in some cases)	3,6,12 Month
Photo beam safety sensor	Operation test, alignment, cover	Open cover check for alignment, movement when gate operating and stopping, check for operation when blocked, and clean cover. For wireless battery operated PEB the battery must be replaced when the voltage falls below 2.7V.	3,6,12 Month
Exit Loop	Operation test, sensitivity	Operation test, check sensitivity is enough or over sense.	3,6,12 Month
Timer	Time, schedule	Check and adjust time setting, Check and Adjust schedule, Adjust for daytime saving.	6 Month
Motor setup	Motor setup, Access control, operation logic	Record motor's setup and operation logic, test access control.	3,6,12 Month

## G. Counterweight door

Items	Inspection details	Required Works	Frequency
Door Condition	Visual inspections for Structure, Paint, Welds, Deformation	Clean out rust, touch up paint, welds and structure repair if needed.	As Per Usage
Door Jamb Condition	Paint, Welds, Fixings, Deformation, Level,	Check level of door jambs, clean out rust, touch up paint, check for deformation cause by external force.	As Per Usage
Door Pivots	Fixing, Packing material, corrosion, Tightness	Check fixings' tightness and rust, crack. Re-tightness of fixings. Check if any packing materials become loose. Anti-corrosion coating touches up if needed.	As Per Usage
Counterweights	Ground movement, crack	Check for any ground movement / settlement, check for any surface cracks can visible. Record any movement for further inspection.	As Per Usage
Running channel	Welds and fixing, Lubrication, deformation, cracks	Check welding and fixing, check for any cracks and deformation caused by external force, lubricate were need with right lubrication. (WD40 is not correct lubrication)	As Per Usage
Tilt arms	Connection, lubrication, condition, operation	Check tilt arms' fixing, condition, deformation, and lubrication for the joint.	As Per Usage
Wire cable	Wire cable inspection Lubrication to wire cable	Check wire cable for damage, rust, and deformation. Lubricate wire cable and pulley wheels. Safety inspection must be carried out every 3 monthly.	As Per Usage
Driven chain	Inspection, clean out rubbish, lubrication	Check Chain, chain sprocket, fixings and joint. Remove built up rubbish from dust and other things. Lubricate chain and chain sprocket	As Per Usage
Motor	Motor operation, fixing, lubrication	Running tests on motor's functions include all safety functions and general operation. Lubricate motor moving parts	As Per Usage
Limits	Open and stop limits	Check the motor's limitations at the open and close positions, as well as its motions, to ensure that it has been turned off at the limits.	As Per Usage

Photo Beam	Align the photo beam sensor and check for operation	Open covers check for alignment, movement when gate operating and stopping, check for operation when blocked, and clean cover. For wireless battery operated PEB, the battery must be replaced when the battery falls below 2.7 volts.	As Per Usage
Exit Loop	Operation test, sensitivity	Operation test, check sensitivity is enough or over sense.	As Per Usage
Cycles done	Inspection on total cycles done on the door	Check and record, consider the overall condition of the door and advise the ongoing service on the door.	As Per Usage
Motor setup	Motor setup, Access control, operation logic	Record motor's setup and operation logic, test access control.	As Per Usage
Door safety	Overall safety	Check overall system is effectively holding the door and apply extra weight to make sure that system is holding the weight. And Automation operation safety.	As Per Usage

**THANK YOU!**

**WE WORK TO BETTER SERVE YOU EACH & EVERYTIME!**